



Islamabad, Pakistan

Date: April 11, 2023

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To: Offeror

RFQ Title: Supply of Motorcycles for U.S Embassy, Islamabad

Request Number: PR10758948

Issue Date: April 11, 2023

Closing Date: May 5, 2023

From: International Narcotics and Law Enforcement Pakistan
Procurement Department
US Embassy
Diplomatic Enclave, Ramna 5
Islamabad, Pakistan

E-mail: HamidN@state.gov, yousaftz@state.gov;

Phone: 92-51-2015851

Subject: Request for Price Quotation – Motorcycles

- A. The Embassy of the United States of America in Islamabad has a requirement of Hundred (100) units of new latest model Motorcycles with standard accessories. The minimum specifications of the motorcycles are given below:

S/No	Item Description	Quantity	Unit Price (in PKR)	Total Price (in PKR)
1	New latest model Motorcycles, 150cc with all standard accessories and fittings. Only Suzuki, Honda, and Yamaha brands.	100-Units		
Grand Total Price				

Minimum Specifications – Motorcycles 150cc

The Pakistan specifications new latest model Motorcycles Petrol shall meet the following minimum specifications:

Seating Capacity	:	Two (02)
Engine	:	4 Stroke, air-cooled, 150cc Petrol
Transmission	:	5-Speed
Starting System	:	Self-start
Miscellaneous	:	All instruments and gauges shall be graduated in metric system with description in English language; Rearview mirrors on both sides; Lockable fuel tank cap Battery; Toolkit; Two (02) keys for each function One (01) Warranty service booklet One (01) Owner's manual

Note: All manuals and literature shall be in the English/Urdu languages.

Color / Paint	:	Black
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DELIVERY SCHEDULE

The motorcycles are to be delivered with-in ninety (90) days after receiving the Purchase Order. The offeror shall propose a binding delivery schedule for motorcycles to the destination in **Khyber Pakhtunkhwa** province, Pakistan. The delivery schedule shall be expressed in calendar days based on the date of the order award.

WARRANTY

The offeror shall provide with its offer the detailed warranty provisions that will be applicable for the subject motorcycles in Pakistan.

AFTER SALES SERVICES

The offeror shall have a complete setup within Pakistan to provide facility for repair, maintenance & spares of the offered motorcycles specifically in Khyber Pakhtunkhwa province.

Technical Acceptability:

The proposed motorcycles shall meet all the technical specifications and the delivery terms contained herein. The offerors shall provide with their proposal, at a minimum, existing product literature to substantiate the acceptability of their offered products. In addition, the

offerors shall provide for the proposed motorcycles models, the following documentation and information for technical evaluation:

- (A) Available color schemes;
- (B) Data detailing their maintenance and repair service network in major cities of all provinces of Pakistan and their ability to respond to emergency repairs;
- (C) Data detailing the availability of spare parts ex-stock from independent parts dealers in Pakistan;
- (D) Data detailing the availability of expert knowledge required to maintain and repair the motorcycles at local workshops in Pakistan;
- (E) Details of warranty provisions available in Pakistan and complete contact information of the 3S-dealerships in Pakistan where the warranty of the motorcycles can be claimed.
- (G) Compliance with specifications, the offerors shall submit a detailed matrix for the proposed motorcycle model indicating that the specifications of the offered motorcycle are in compliance with the minimum requirements. Any deviations to the required minimum requirements shall be clearly stated in the remarks column of the matrix.

CUSTOMS CLEARANCE AND TAX EXEMPTIONS

a) **Customs Clearance:** The U.S. Government will be responsible for obtaining customs clearances and exemption certificates, or paying customs duties, for the imported motorcycle. The motorcycles shall be shipped in the name of INL-P, American Embassy, Islamabad, Pakistan. The offeror shall provide scanned copies of shipping documents (Bill of Lading, invoice, packing list and etc) as the motorcycles are shipped.

(b) **Taxes and duties on motorcycles assembled or manufactured in Pakistan:** The U.S. Government will be responsible for obtaining exemption certificates for sales taxes and duties on locally assembled or manufactured motorcycles. The offeror's manufacturer shall be responsible for filing and obtaining exemptions from the appropriate authorities of the Government of Pakistan on behalf of the U.S. Government.

Delivery: The motorcycles are to be delivered in **Khyber Pakhtunkhwa province**, Pakistan. Please provide earliest possible delivery schedule, warranty terms and after sales services for the motorcycles in your quote. A binding delivery schedule shall be submitted by the vendor.

Inspection & Acceptance: A U.S Government representative will inspect the products delivered to determine the quality and acceptability. Substandard products and work shall be notified to vendor.

Payment: Payment will be made through Electronic Funds Transfer (EFT) into Company's bank account within thirty days after delivery and acceptance of the motorcycles and upon submission of legitimate invoice to Financial Management Center (FMC), U.S Embassy, Islamabad.

SUBMISSION OF INVOICE:

Each invoice shall include vendor invoice number, purchase order/contract number, date issued, brief description of supplies/services provided, quantities, unit and total price, and signed by the signing authority.

Invoices must be routed to:

1. One original invoice in .pdf format to the Financial Management Center to IslamabadFMC-Invoice@state.gov
2. One copy clearly marked "DUPLICATE Copy for INLP – Islamabad-INLP-Procurement@state.gov

Although email is the preferred method, invoices may also be submitted by mail (do not send electronically if you mail the invoice to the following address to avoid duplication):

Financial Management Officer (FMO)
US Embassy, Diplomatic Enclave
Ramna-5, Islamabad, PAKISTAN

For payment related queries contractor will contact Financial Management Officer (FMO) IslamabadFMC-Invoice@state.gov.

Contract Clauses:

FAR & DOSAR (attached) clauses will apply to this purchase order. These clauses can be accessed through following link:

http://aoepd.a.state.gov/Content/documents/overseas_comm-item-fac-2005-36.docx

52.249-2	Termination for Convenience of the Government (Fixed-Price) (MAY 2004) Alternate I (APR 1984)
52.212-4	Contract Terms and Conditions--Commercial Items (May 2015)
52.212-5	Contract Terms and Conditions Required to Implement Statutes or Executive Orders--Commercial Items (Feb 2016)
52.204-24	Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020)
52.204-26	Covered Telecommunications Equipment or Services-Representation (Oct 2020)

If you are interested in participating for the supply of motorcycles, submit quotation with zero rated/sales tax free price. If similar imported motorcycles are available and meet the above technical criteria, then quote customs duty free CIF Karachi based price:

Offer Due Date:

1. Please submit your quote **on or before May 5, 2023**, to INL, Procurement Section, U.S. Embassy, Diplomatic Enclave, Ramna-5, Islamabad or via email to following email addresses:

HamidN@state.gov

yousaftz@state.gov

No quote will be acceptable after the due date.

2. Please prepare a quotation on your company letterhead in accordance with the requested details of this RFQ.
3. Please provide reference of our **Request Number PR10758948** in all your correspondence regarding this RFQ.